



प्रवर्तन निदेशालय

भारत सरकार

उप- क्षेत्रीय कार्यालय, A-1 ब्लॉक, द्वितीय तल, पुजारी
चैम्बर्स, पचपेड़ी नाका, रायपुर छत्तीसगढ़ 492001

दूरभाष/ फ़ैक्स : 0771-2274900 /2274225

**Directorate of Enforcement
Govt. of India**

Sub-Zonal Office, A-1 Block, 2nd Floor, Pujari
Chambers, Pachpedi Naka, Raipur,
Chhattisgarh, 492001

Tel. / Fax: 0771-274900/2274225;

E-mail: ed.raipur@nic.in

File No. : D-16/01/RPSZO/2020 /1163

Date: 29.12.2020

LIMITED TENDER NOTICE

**Tender Notice for hiring 2 vehicles for office use on contract basis till
31.03.2021-reg.**

Limited tender in sealed envelope are invited for hiring of 02 vehicles (01 sedan segment and 01 SUV Segment) on behalf of the president of India from eligible experienced and reputed service providers.

Terms and conditions are enclosed in annexure-III

Detailed information/forms may be collected from this office from 30.12.2020 to 05.01.2021 during working hours i.e. 10:00Hrs to 18:00 Hrs.

Last date of submitting tenders documents is 06.01.2021 (13:00 Hrs)

Tender will be opened in 06.01.2021 at 16:30 Hrs interested bidder/company/firm or their authorized representative may attend the same also.

Bid should be submitted in one sealed envelope superimposed with the word 'QUOTATION FOR HIRING OF VEHICLE' addressed to the Assistant Director, Directorate of Enforcement, Raipur (C.G.) containing two sealed envelopes {1-technical bid (Annexure-I) & 2. Financial bid (Annexure-II)} inside it

The envelope containing technical bid should contain all the supporting documents.

Bids received after the stipulated time will not be considered under any circumstances. The O/o Directorate of Enforcement, Raipur Sub- Zonal office



reserves the right to postpone/extend the date of receipts/opening of tender/
to accept or reject any quotation without assigning any reason thereof.



sd/-
(Sreekant purohit)
Assistant Director
Directorate of Enforcement
Sub-Zonal Office, Raipur (C.G.)

Copy to:

- ✓ 1. The Deputy Director (Admn), Enforcement Directorate, HO, New Delhi to upload the same of Departmental website.
2. Notice board.

fm
(Sreekant purohit)
Assistant Director
Directorate of Enforcement
Sub-Zonal Office, Raipur (C.G.)

Annexure-1

Technical Bid for hiring vehicles at Directorate of Enforcement, Raipur

Sr. No.	Particulars	
1.	Name, Address and telephone number of the vender	
2.	PAN No. of the vendor/ agency (copy to be attached)	
3.	Income Tax Returns filed for last two Financial years (copy to be attached)	
4.	GST Registration no. (cop to be attached)	
5.	Number of Vehicles owned with the details along with proof of ownership	
6.	Experience in government organization if any (1) Name and address of parties	
7.	Model of vehicle proposed (5) Sadan segment (6) Suv Segment	
8.	Remark if any, towards the service proposed to be provided	

Date 29.12.2020


(Sreekant purohit)

Assistant Director
Directorate of Enforcement
Sub-Zonal Office, Raipur (C.G.)



Annexure- II

Financial Bid for hiring vehicle at Enforcement Directorate, Raipur

1. Name, Address And telephone No. of the vendor:

2. PAN number:

3. Make of the vehicle and rate of hiring per month (exclusive of GST):

e) For sedan segment (preferably Dzire, Zest)


Sr. No.	Description	Rate
5.	For 2000 kms per month	
6.	For every extra km beyond 2000 kms	

f) for SUV segment (preferably Innova)

Sr. No.	Description	Rate
5.	For 1500 kms per month	
6.	For every extra km beyond 1500 kms	

Date 29.12.2020




(Sreekant purohit)
Assistant Director
Directorate of Enforcement
Sub-Zonal Office, Raipur (C.G.)

Annexure-III

Terms and condition of the tender for hiring vehicle at Enforcement Directorate, Raipur


1. The period of service shall be between 08.01.2021 to 31.03.2021.
2. The vehicles to be provide should be in good condition.
3. Vehicle not older than 05 years with commercial permit shall be provided by the service provider. The Vehicle's upholstery and interior should be neat and clean ant the body of the vehicle should be maintained clean every day.
4. The vehicle shall be provided on any day including Saturday, Sunday and closed holiday if required by this office.
5. The charges payable shall be all inclusive i.e. cost of drive, fuel, maintenance, insurance charged etc and any other incidental expenses. GST, toll taxes and parking taxes (if applicable) will be paid by the office on production of original vouchers with the bills at the end of the respective month.
6. The quotation will be for 2000 Kms for sedan segment vehicles and 1500 kms for SUV segment vehicle.
7. The unused kilometers of the vehicle in a month will be carried forward to the next month.
8. The driver should be paid his monthly salary well in the and preferably before 10th the next month.
9. In case of any accident of any other contingency, any claim arising out of it shall be borne by the vendor only and no claim whatsoever shall e born by the O/o Enforcement Directorate, Raipur.
10. In case of break down, immediate alternate arrangement has to be made by the Contractor/service provider.
11. Payment shall be made only on monthly basis on receipt of the bill duly supported by copy of logbook after rendering satisfactory service. The service provider shall submit the bill in the first week of the following month. However, no interest is payable on delayed payment, if at all it occurs.
12. Deduction of requisite IT-TDS and GST-TDS will be affected from the payment as per norms.
13. An office of the firm/company/proprietor must be situated in Raipur, Chhattisgarh.
14. Minimum 05 vehicles are to be registered/owned in the name of firm/company/vendor.



15. The driver should have valid commercial driving license without any adverse records and with clear antecedents. Drivers should be well conversant with the routes and topography of Raipur. Drive should be easily available during the working hours of the office and it is mandatory that the driver should be provide with cell phone for which no separate payment will be made by the O/o Directorate of Enforcement, Raipur. It is also preferable that the driver resided within a radius of 7 Kms. from the office.
16. Discipline shall be maintained by the drive deployed by the service provider.
17. The contract shall be effective for a duration of one year from the date of commencement of contact unless terminated earlier. The contract may be extended for further one year upon mutual agreement.
18. A log book specifying daily reporting and relieving time as well as opening and closing meter reading shall be maintained for the vehicle. The service provider shall provide a copy of the logbook along with the remarks, if any, of the officers of the department to whom the vehicle has been assigned, along with the bill. The said log book should be got-verified weekly from the official in charge of the vehicle hiring.
19. In case of any dispute of any kind and in any respect whatsoever, the decision of Deputy Director, Enforcement Directorate, Raipur shall be final and binding to the vendor.
20. Office Emblem/Logo/Government of India should not be displayed on the vehicle when not used by officer.
21. Not withstanding, anything contained herein, the office reerves the right to teminate the contract, by giving 15 days notice in writing without assigning any reason and without incurring any liability whatsoever to the service provider.

Date: 29.12.2020




(Sreekant Purohit)
Assistant Director
Enforcement Directorate,
Sub-Zonal office, Raipur (C.G.)